

# INSTRUCTIONS

## VPA GENERAL PERMIT REGISTRATION STATEMENT FOR ANIMAL FEEDING OPERATIONS

### General

A VPA General Permit Registration Statement must be submitted when an owner makes application to the Department of Environmental Quality for coverage under the VPA General Permit for Animal Feeding Operations. If the animal feeding operation meets the federal definition of Concentrated Animal Feeding Operation, the owner may fill out page 2 of the registration statement and simultaneously register for coverage under the Virginia Pollutant Discharge Elimination System (VPDES) General Permit for Concentrated Animal Feeding Operations. All registrants must complete the certification information in Section 17.

### Section 1 Facility Information

Give the name of the animal feeding operation and enter the complete mailing address.

### Section 2 Owner Information

Give the legal name of the person, firm, public organization, or any other entity that owns the facility or site described in this registration statement. The address of the owner may or may not be the same as the address of the facility. If they are the same, write "SAME AS ABOVE" in the appropriate spaces. Please include the owner's telephone number.

### Section 3 Operator Information

Give the operator's name, mailing address and phone number. If these are the same as the owner information, write "SAME AS ABOVE" in the appropriate spaces. The operator is the person who manages daily activities at the site.

### Section 4 Other Contact Information

If there is another person that may be contacted regarding permitted operations at the facility, please provide the name of this person and their phone number. Also provide the best time to make contact with the operator or alternate contact person during regular working hours.

### Section 5 Existing Permit Numbers

List the number of any expiring or currently effective permits issued to the animal feeding operation under the VPA or VPDES permit program.

### Section 6 Animal Information

Indicate the maximum number and average weights of animals in each category that the operation will have at any one time.

### Section 7 Local Government Ordinance Form (LGOF)

Every animal feeding operation seeking coverage under the general permit must provide notification that the operation is not in conflict with the local zoning and planning ordinances. This notification should be made on the LGOF which was provided with the Registration Statement and it must be signed by either the County Administrator, the City/Town Manager, the Mayor, or the Chairman of the Board of Supervisors. The LGOF form you submit must bear an original signature in ink; photocopies are not acceptable. Operations which have previously been issued a VPA or VPDES permit are not required to submit the LGOF

because this issue was resolved during the earlier permit issuance. All operations which are applying for a permit for the first time must attach the LGOF to the Registration Statement. Also, any permitted operation that is expanding by adding additional animals or adding additional land application fields must attach the LGOF to the Registration Statement.

### Section 8 Nutrient Management Plan (NMP)

State law requires that every animal feeding operation seeking coverage under the VPA or VPDES general permit have a Nutrient Management Plan. A copy of the most recent NMP and a copy of the letter from the Virginia Department of Conservation and Recreation (VA DCR) approving the operation's NMP must be attached to the Registration Statement. The NMP submitted must not be expired. If the NMP was developed after December 31, 2005, a letter must be attached from the VA DCR certifying that the NMP was developed by a certified nutrient management planner.

### PAGE 2 - VPDES Registration Information

If an animal feeding operation meets the federal definition of large or medium "Concentrated Animal Feeding Operation" (CAFO), the registrant for VPA permit coverage may also simultaneously register for coverage under the VPDES General Permit for CAFO's by completing Sections 9-16.

If not certain of the operational definition, the applicant is encouraged to complete sections 9-16. Virginia DEQ staff will then assist the applicant in determining the appropriate operational definition.

The VPDES General Permit will become effective on January 1, 2006.

### DEFINITIONS:

A large CAFO is an animal feeding operation where as many as or more than the following numbers of animals are stabled or confined for 45 days or more:

- a. 700 mature dairy cattle (milked or dry cows);
- b. 1,000 veal calves;
- c. 1,000 cattle other than mature dairy cows or veal calves. Cattle includes but is not limited to heifers, steers, bulls, and cow-calf pairs;
- d. 2,500 swine each weighing 55 pounds or more;
- e. 10,000 swine each weighing less than 55 pounds;
- f. 500 horses;
- g. 10,000 sheep or lambs;
- h. 55,000 turkeys;
- i. 30,000 laying hens or broilers, if the operation uses a liquid manure handling system;
- j. 125,000 chickens (other than laying hens), if the operation uses other than a liquid manure handling system;
- k. 82,000 laying hens, if the operation uses other than a liquid manure handling system;
- l. 30,000 ducks, if the operation uses other than a liquid manure handling system; or
- m. 5,000 ducks, if the operation uses a liquid manure handling system.

A medium CAFO is an animal feeding operation where both Condition #1 AND Condition #2 are met:

Condition #1. The type and number of animals stabled or confined falls within any of the following ranges:

- a. 200 to 699 mature dairy cattle (milked or dry cows);
- b. 300 to 999 veal calves;
- c. 300 to 999 cattle other than mature dairy cows or veal calves. Cattle includes but is not limited to heifers, steers, bulls, and cow-calf pairs;
- d. 750 to 2,499 swine (each weighing 55 pounds or more);
- e. 3,000 to 9,999 swine (each weighing less than 55 pounds);
- f. 150 to 499 horses;
- g. 3,000 to 9,999 sheep or lambs;
- h. 16,500 to 54,999 turkeys;
- i. 9,000 to 29,999 laying hens or broilers, if the operation uses a liquid manure handling system;
- j. 37,500 to 124,999 chickens (other than laying hens), if the operation uses other than a liquid manure handling system;
- k. 25,000 to 81,999 laying hens, if the operation uses other than a liquid manure handling system;
- l. 10,000 to 29,999 ducks, if the operation uses other than a liquid manure handling system; or
- m. 1,500 to 4,999 ducks, if the operation uses a liquid manure handling system; AND

Condition #2. Either one of the following are true:

- a. Pollutants are discharged into surface waters of the state through a man-made ditch, flushing system, or other similar man-made device; or
- b. Pollutants are discharged directly into surface waters that originate outside of and pass over, across, or through the facility or otherwise come into direct contact with the animals confined in the operation.

*If the operation cannot be defined as a large or medium CAFO, skip to section 17, Certification.*

## **Section 9 Additional Animal Information**

Indicate the maximum number and average weights of animals in each category that the operation will have at any one time. This information is in addition to the animal information provided in Section 6. If the only animals confined at the operation are mature dairy cattle, this section will be left blank. If using the line specifying the numbers of laying hens or broilers, circle the appropriate bird type.

## **Section 10 Latitude and Longitude Information**

Provide the geographic location of the entrance to the production area. The latitude and longitude must each be expressed as degrees, minutes, and seconds.

## **Section 11 Mortality Management Information**

Identify the method by which dead animals are disposed. This may include incineration, composting, rendering, burial, etc. If more than one method is used, name each method.

## **Section 12 Topographic Map**

Attach a topographic map that indicates where the production facility is located. Identify the entrance to the production area on the map.

## **Section 13 Containment and Storage Information**

Indicate the type(s) of containment used to hold manure, litter, or process wastewater at the facility. If more than one type of storage is used, name each type.

Also indicate the total capacity of the storage structures. Use tons for dry or semi-solid manure storage, and gallons for liquid or slurry manure storage.

## **Section 14 Land Application Area Information**

Indicate the total number of acres under control of the applicant that are available for land application of manure, litter, or process wastewater. This number should include all acres included in the nutrient management plan to which manure may be applied.

## **Section 15 Manure Production Information**

Provide an annual estimate of the amount of manure, litter, and/or process wastewater produced per year. Use tons for dry or semi-solid manure, and gallons for liquid or slurry manure.

## **Section 16 Litter Transfer Information**

Provide an annual estimate of the amount of poultry litter that is transferred to other persons per year. If no litter is transferred, indicate this.

## **Section 17 Certification**

The Certification must bear an original signature in ink, photocopies are not acceptable. State statutes provide for severe penalties for submitting false information on this Registration Statement. State regulations require this Registration Statement to be signed as follows:

For a corporation: by a responsible corporate officer, which means: (i) president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision making functions, or (ii) the manager of one or more manufacturing, production, or operating facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million (in second-quarter 1980 dollars), if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;

For a partnership or sole proprietorship: by a general partner or the proprietor; or

For a municipality, state, Federal, or other public facility: by either a principal executive officer or ranking elected official.

**Submit the completed registration statement and attachments to the appropriate Virginia DEQ Regional Office.**